



## ETC Notes June 6, 2013

### I. Welcome and Introductions

The June 6, 2013, meeting of the Education Telecommunications Council was held at Iowa Public Television and various ICN sites. The following members were present at the meeting: **Kenneth Colwell**, IAICU; **Mary Gannon**, IASB; **Michael Healy**, SAI; **Kent Johnson**, Regents; **Ellen Kabat-Lensch**, IACCT; **Tom Kruse**, IAICU; **Sally Lindgren**, AEA Boards; **Jan Lund**, IACCT; **Carol Montz**, SAI; **Randy Richardson**, ISEA; **Terry Rinehart**, IPTV; and **Gail Sullivan**, DE;

**Tamara Kuhn**, ISEA; **Lane Plugge**, AEA Boards; **Kay Runge**, DE/Libraries; **Chet Rzonca**, Regents; and **Mary Wieser**, DE/CIANS were absent.

The following guests were also present at the meeting: **Phil Groner**, **Jontell Harris**, **Lori Larsen**, ICN; **Bruce McKee**, RTC 2 Coordinator and **Larry Niebur**, RTC 2 Chair; **Twyla Vogel**, RTC 4 Coordinator/Scheduler; **Michael Fitzpatrick** and **Patrick O'Donnell**, RTC 4; **Kathy Goebel**, Region 5 Scheduler and **Jeff Nelson**, RTC 5; **Julie Thomas**, RTC 6 Coordinator and **Paula Johnson**, RTC 6; **Joe Coon**, RTC 9; **Jan Robertson**, RTC 10 Coordinator; **Lance Wilhelm**, RTC 11; **Kristine Snavelly**, RTC 12; **Lisa Walker**, Region 13 Scheduler; **Doug Greene**, Region 14 Scheduler; **Darlas Shockley**, RTC 15 Coordinator and **Linda Abel**, RTC 15 Chairperson.

### II. UPDATES

#### II.1. ICN Legislative Update

Jontell Harris, Executive Liaison for the ICN, provided an update on ICN legislation:

##### H.F. 638—

Includes appropriation of just over \$2.7 million for FY 2013 and 2014 associated with connections for Part III maintenance and lease costs to the Department of Education; it also includes an appropriation of \$2.2 million for 2013 and 2014 for equipment replacement. The bill also allows for the ITTC to enter into contracts in excess of the contract limitation amount established in section 8.D. of the Iowa Code and that bill has been sent to the Governor for his signature.

##### H.F. 603—

Includes appropriation of over \$992,000 for the RTC councils for FY14 as well as over \$843,000 for the RTCs for FY15 for the maintenance of video classrooms, regional scheduling, and for LAN/WAN technical support.

##### ITTC Update—

David Vaudt resigned from his elected position on April 4 to become the chairman of the governmental accounting standards board. He served as auditor since January 2003 and as an ex-officio member of the ITTC since 2003. Governor Branstad has appointed Mary Mossman as Iowa's new state auditor and her first day was May 13<sup>th</sup>. She will be replacing David Vaudt on the ITTC as well and will serve until David Vaudt's term expires.

#### RFP Update—

The deadline for proposals for the sale or lease of ICN RFP was Thursday, May 30<sup>th</sup>, and the evaluation has begun. Following the completion of the evaluation process, a detailed analysis will be presented to the Governor's office no later than June 28<sup>th</sup>. To avoid compromising the remainder of the RFP process, ICN has been advised by the Attorney General's office to refrain from disclosing any information at this time regarding proposals submitted for the RFP, including who submitted proposals, the number of proposals received, and the actual bid proposal itself. The evaluation criteria that the evaluation team will be using has been posted on the ICN RFP web site and that is [www.icnrfp.com](http://www.icnrfp.com).

Discussion followed.

### II.3. Video@Lightspeed (IP Video)

Phil Groner, Manager of Business Services of the ICN, provided an update on the IP videoconferencing service, now branded "Video@Light Speed." It has been in development for nearly 4 years with general release of this service on July 1, 2013. The standard definition release will be available on July 1 and as the product continues to develop, other services are going to be released as we move into the high definition category of services under IP video such as recording capabilities. July 1 is the release date that will allow the ICN consultant team to interface with customers directly and start providing that service to those customers who want and choose to switch. The ICN is not mandating at this time that a switch occurs, but they certainly want them to adopt the new technology. Capacity will be added throughout the year as one of the limitations is capacity on the gateways. The ICN is very excited about this product and have said for a number of years, and certainly from the onset of the network, that every citizen in Iowa was no farther away than 15 minutes from an ICN distance learning classroom. With the introduction of the IP platform now and what IP can do, you don't need to have a traditional ICN classroom. Eventually we will be able to IP video from tablets, from any device, so citizens are no longer restricted by distance to participate in a distance learning environment with the ICN.

Discussion followed.

The flat fee for Video@Light Speed 1.0 (a standard definition model) would be \$207 per month, prior to Erate discounts. Sites have the option to change out video classroom equipment—sites can use the existing node controller in an IP environment, just switch out the codec. If there are other features in the room—monitors, microphones, or cameras that you want to switch out, the cost would be the school district's, since they own the equipment, and that cost will vary in price depending on the configuration in the classroom. The range goes from a couple of hundred dollars for a new monitor to tens of thousands of dollars if you want a wholesale changeout of equipment.

In conjunction with the Department of Education, the ICN has set up two new video rooms at the Grimes Building where the ICN and DE are headquartered. These rooms are actually showcase rooms—they can do both—a full traditional Mpeg room or a full IP room, or you can mix the two. If anyone is interested in seeing these demo rooms, contact Phil Groner to set up a time for Phil to go through the rooms with you.

ICN account consultants who are assigned to both AEAs and school districts will be armed with all the information needed to interface with the AEAs, school districts, or the libraries. ETC members were asked to spread the word about this service. It was suggested that an ICN consultant give a presentation at the AEA superintendents meetings and possibly the SAI

conference in August. Mary Gannon suggested that the ICN send a marketing blurb to the ETC members that can be distributed to members constituents. Lance Wilhelm suggested a presentation to the various AEA tech director meetings.

Phil Groner said he would look into posting diagrams of different IP video configurations on the ICN web site.

#### **II.4. Services to K-12 Buildings**

Under the BTOP grant project, the ICN was able to upgrade nearly 180 or so K-12 buildings from DS3 2gb, (actually they were leased DS3 connections limited to 45 mb capacity) and acquire dark fiber leases from providers and put ICN transport equipment on there so now those schools have a 1gb connection to the ICN which is certainly facilitating a lot of their efforts for 1:1 programs for online assessment requirements. There is no longer bandwidth constraints that we had before in terms of Internet access for those schools.

Discussion followed.

Mary Gannon pointed out that there have been issues with schools who are piloting the Smarter Balance online assessment that have experienced problems with bandwidth and technology when trying to do it online. Lance Wilhelm pointed out that while the capacity is there from the ICN standpoint to districts, it's not necessarily there to every building and so Smarter Balance assessment is going to be a big, big deal on the statewide network, the AEA networks, and then at the local level.

Phil Groner stated that the Governor's STEM Council has formed an advisory group to look at the broadband access issue to K-12s in Iowa. The advisory group consists of private sector providers, the ICN (Phil is their representative), the AEAs, and K-12s are represented. The purpose of the group is to develop some recommendations for the Governor about broadband access in Iowa. Phil will provide a list of those members to the ETC.

[http://www.iowastem.gov/targeted\\_priorities](http://www.iowastem.gov/targeted_priorities)

### **III. ISSUES**

#### **III.1. Overview of RTC Funding Plan and Guidelines for FY 2014**

#### **III.2. Review of RTC Funding Plans**

Lori Larsen provided an overview of the RTC funding plan and guidelines for FY2014 as well as the review process for the funding plans. After receiving feedback for the prior years' reporting process, the funding plan was streamlined. ICN staff presented the current plan to the ETC chairs (Ken, Kent, and Sally) before they presented it to the commission and also met with several RTC Coordinators since these changes directly impact them regarding allocation or formula changes, all the way to the documentation changes.

H.F. 602 included the RTC funding and the majority of the language was very similar to what was included in previous years. A paragraph was added related to the formula change which will be based on usage by region. The other added language component to that funding was more specific about the reports that the commission will receive. By January 31, 2014, the RTCs will be required to submit a semi-annual report to the commission and then July 31, 2014, the RTCs will be required to submit a report for the second half of the fiscal year. That is so that the ICN can receive some real-time data. The reports will include 5 questions, one question for each of the support functions and then what challenges each RTC has, and any additional information that they would want to provide.

Regarding the changes to the formula—in previous years, the RTCs received a baseline and then a certain amount for the number of video sites they had in their region. As Phil mentioned, as we're moving towards IP, what is actually classified as a video site will be changing—if it's going to be an Ipad or any tablet—so we have moved the model to be based on usage. The actual formula is the percent of total ICN usage for all regions will equal the percent of allocation received. That usage includes internet, data, and video, from the community colleges, AEAs, and also the K-12 schools. The charges and discounts related to that formula is based on FY12 because that is the last complete fiscal year available based on the billed services and usage. In order to have everything ready for the RTC regions to prepare for their budgets, we had to work with FY12 information.

- Each region will receive a \$50k baseline which totals \$750k of the RTC allocation of \$992,913. We recognize that a usage based model is the way to go and that we need to ease into the process for some of the regions that will have a considerable decrease in the funding. We are trying to minimize those efforts that are required for next year by creating the smallest amount of change in the funding as possible.
- The changes to the documentation--The budget and accountability forms will still be due by September 1<sup>st</sup>. The ITTC will review and take action upon that. It's really a condensed documentation requirement. The budget report has been streamlined so that each RTC reports only on how much of their budget will be spent for the three report functions along with the accountability forms which is simply a signature from the chief financial officer of the community college, and if the AEA received part of the allocation, a signature from their chief financial officer or the equivalent of that. Once the commission reviews the information, they will dispense the first half of the RTC requested budget—similar to this year when they will get their budget at two separate times.
- The semi-annual report will be due January 31<sup>st</sup> and actually replaces the monthly tracking. When the commission reviews and takes action on that semi-annual report, the second half of the RTC funding will be dispensed.
- The annual report will be due July 31<sup>st</sup>, very similar to what is due this July. It is five questions—one each about the support functions, the technical assistance, the planning and troubleshooting of scheduling of video sites. The last two questions talk about what the current initiatives are or any challenges, and then explaining any improvements or changes.

The commission did approve these changes in May and the action that was approved was changing the formula to a usage based model, the changes to the documentation, and the third change that was approved was the disbanding of the RTC sub-committee to review the plans. The reason for that disbandment was because of the condensed reporting; there won't be a lot of information that would need to be reviewed. ICN staff will review the documentation and present it to the commission. Any significant changes will be presented to the ETC leadership with a request for feedback.

The guidelines have been condensed down from the previous 5-7 pages since a lot of the reporting has been condensed and are more focused on making sure the regions submit their agendas and minutes for the open records and accountability aspect, to be posted on the ICN web site at [www.icn.iowa.gov](http://www.icn.iowa.gov). RTC information can be found under the Commission and RTC appropriation pages. Discussion followed.

ETC members voiced their concern, not so much on the change in the formula itself, but to question the ETC role in the changing of the processes in the funding and the rules relative to the RTCs. According to the legislation that established the ETC, it says that it is the ETC's role to develop proposed rules and changes to rules for recommendation to the Commission. Therefore, this change in funding and the change in some of the requirements for the rules that affect the RTCs is something that needed to go through the full ETC, rather than the ICN taking it directly to the ITTC. The question is in the timing. If the ITTC demanded that they needed it for the May meeting, then the ETC should have been informed so that a meeting of the full ETC could have been set up to discuss the issue. It was requested that some sort of documentation of everything that has happened be sent to the ETC members.

To summarize, this group does have a statutory requirement to provide oversight and coordination of the RTCs, so when changes are proposed with regard to policies that impact RTCs, this group needs to be involved in approving that.

ETC members stated that a formal letter should be written to the ITTC to say that the issue of the role of the ETC was discussed.

#### **MOTION 1--**

Mary Gannon moved that the ETC develop a formal letter to send to the Chair of the ITTC and the commission regarding the process for the current year and moving forward. Carol Montz seconded.

Kent Johnson—It's been moved and seconded to draft a letter indicating that the ETC is interested in reviewing the process in relationship to communicating changes with the ITTC. Sally Lindgren, Kent Johnson, Mary Gannon and Carol Montz will work on a draft.

Ayes—12, Nays—0, Not Voting—0, Absent—5. Motion approved unanimously.

### **III.3. Recommended Funding Request for RTC Support for FY 2015**

The appropriation for FY14 is \$992,913 and the Governor's proposed budget for FY15 is \$843,976. After a discussion, it was determined that the ETC should propose a recommendation for RTC support in FY15. The following motion was made:

#### **MOTION 2--**

Mary Gannon moved that the ETC recommend that the FY15 RTC funding allocation remain at the FY14 level of \$992,913. Further discussion amended the motion to allow a 2% increase to aid in expenses related to broadband demands and IP video assessments, etc., as well as to aid those RTCs that have had their funding reduced due to the change in the funding formula.

After a lengthy discussion, the motion was tabled with the understanding that Sally Lindgren and other members will put together a recommendation for review and approval by the full ETC.

### **III.4. Recommendation to the ITTC for Educational Video Rates for FY 2015**

#### **MOTION 3**

Ken Colwell moved to recommend to the ITTC that ICN educational video rates for FY2015 remain at the current FY14 levels. Terry Rinehart seconded.

Ayes—10, Nays—2, Not Voting—0, Absent—5. Motion approved.

### III.5. Approval of 2014 ICN Educational Video Scheduling Deadlines

#### MOTION 4

Mary Gannon moved to approve the 2014 ICN Educational Video Scheduling Deadlines as submitted. Gail Sullivan seconded.

Ayes—11, Nays—0, Not Voting—0, Absent—6. Motion approved unanimously.

### IV. Miscellaneous

#### IV.1. Hand-off to New ETC Chair

Kent Johnson handed off the gavel to Sally Lindgren, ETC chair for 2013-14. Sally and the other members thanked Kent for his leadership this past year.

#### IV.2. New Chair to Select ETC Executive Committee

Sally Lindgren asked that the current executive committee continue in their capacity which was met with approval from those on the committee. The Executive Committee members for June 2013-June 2014 are:

Ken Colwell (IAICU)  
 Kent Johnson (Regents) *Past-chair*  
 Terry Rinehart (IPTV)  
 Sally Lindgren (AEA Boards) *Chair*  
 Ellen Kabat-Lensch (IACCT) *Chair-elect*  
 Kay Runge (DE/Lib)  
 Carol Montz (SAI)

#### IV.3. Election of ETC Chair-Elect

Ellen Kabat Lensch volunteered to be nominated as Chair-elect for 2013-14.

#### MOTION 5

Mary Gannon moved to nominate Ellen Kabat Lensch as the ETC chair-elect for 2013-14. Kent Johnson seconded.

Ayes—11, Nays—0, Not Voting—1, Absent—5. Motion approved unanimously.

### V. Adjournment

Ken Colwell moved to adjourn the June 6, 2013, meeting of the Education Telecommunications Council at 10:45 a.m. Gail Sullivan seconded. The motion passed unanimously. The next scheduled meeting of the ETC is at 9:00 a.m. on December 12, 2013, at Iowa Public Television.

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